

11-B LEGAL ITEMS

1. (continued)

Councilman Hanley referred to an unanswered question on the application submitted to the town. The applicant had indicated the site or an adjoining property had been the subject of remediation for hazardous waste, but he neglected to describe the details.

Mr. Terragnoli responded that was generated from the New York State SEQR website and it is continuing to be researched.

Supervisor Meegan stated the public hearing will be held over until all necessary documentation is received from the DEC and any other state agencies.

Mike Roman stated the proposed project is located in his back yard and he questioned if residents will have the opportunity to meet with the project manager.

Supervisor Meegan responded a meeting with the project manager is tentatively scheduled for July 1st at the senior citizens center.

Mr. Roman was concerned with the proposed patios being located 25' from his back yard. He questioned the possibility of the developer purchasing additional land available on the other side of the proposed site and moving the project over approximately 40'.

Supervisor Meegan responded the developer is interested in purchasing additional property; however, it would be for other future development.

James Bukaty stated his property is located directly behind the proposed development and he questioned if the developer's plan was changed to include retention ponds.

Mr. Terragnoli responded the storm water drainage will be managed with three rain gardens and grass swales rather than retention basins. All drainage will run to an existing ditch located at the lowest area of the property. The proposed rear swales will be located in the center of the 25' setback around the perimeter of all residential parcels. They will be at least 2' lower than neighboring properties and will intercept rain water prior to water coming off the proposed properties into neighboring yards. It was never the intent of the developer for drainage to run to the right-of-way along Seneca Street because of higher elevations.

Ray Ball questioned grading the proposed properties to existing properties, noting there is an overall 12' drop from peak to street in the opposite direction of two of the three rain gardens. He was concerned that one of the rain gardens will be on the high side and unable to drain water away from existing properties. Mr. Ball was also concerned with having 2-story buildings located 30' from the property lines with potential sheds being 3' feet from property lines. He questioned if the meeting scheduled for July 1st could be changed since he is unable to attend.

11-B LEGAL ITEMS

1. (continued)

Supervisor Meegan responded that Mr. Ball can submit his concerns and they will be addressed. Any further questions or concerns can be brought to the next Town Board meeting. She encouraged all interested residents to attend the meeting with the developer on July 1st.

Mr. Bukaty commented the main concern of the proposed project is its close proximity to existing properties. He suggested a fence or shrubbery for a buffer between the properties to assist with residents' concerns. Mr. Bukaty understood it is a violation for water to runoff on neighboring property and questioned how violations are enforced if engineering miscalculates and problems exist.

Supervisor Meegan responded a performance bond is required and guarantees development plans are followed. The Code Enforcement office will also get involved and monitor situations as they arise.

Attorney for the Town Charles Grieco stated neighbors have the ability to enforce trespass upon their property through the courts.

Mr. Bukaty stated he has been a resident of Muriel Drive since 1974 and he understood when his neighborhood was originally developed in 1967, the developer removed about 4' of topsoil for profit. This left the backyards low and wet and there has never been any enforcement.

Supervisor Meegan thought the project could have a positive impact for surrounding residents' drainage issues. A living fence along the perimeter of the project will also be beneficial.

Motion by Supervisor Meegan, seconded by Councilman Hart, to table this item.

Ayes: All

Noes: None

Motion Carried

11-C COMMUNICATIONS

Items #10 & #11 were addressed first under this section of the meeting.

10. Supervisor Meegan re Abolishment of Town Comptroller position
- Motion by Supervisor Meegan, seconded by Councilman Hart, that the office of Town Comptroller be abolished pursuant to Town Law Section 20.

On the question, Councilman Hart stated the Town Board is now the official auditor of all claims against the town.

Ayes: All

Noes: None

Motion Carried

11-C COMMUNICATIONS

11. Supervisor Meegan re
Appointment of Drescher &
Malecki LLP

Motion by Supervisor Meegan, seconded by Councilman Hart, that Drescher & Malecki LLP be hired as the provider of Accounting and Financial Consulting Services to the town during the year ending December 31, 2014 per the attached agreement and authorize the Supervisor to complete and sign the necessary paperwork.

Ayes: All

Noes: None

Motion Carried
APPENDICES

1. Supervisor Meegan re 14th
Annual 5K Kickoff Run for St.
John Vianney

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the request of St. John Vianney Church to hold a 5K Kickoff Run on Thursday, July 24, 2014 beginning at 6:30 PM on designated streets in the Town of West Seneca with approval from Chief Denz and Highway Supt. Matthew English.

Ayes: All

Noes: None

Motion Carried

2. Town Engineer re MS4
annual report

Motion by Supervisor Meegan, seconded by Councilman Hart, to accept and authorize the Chief Officer to sign the attached MS4 annual report required by New York State Department of Environmental Conservation (NYSDEC) under the State Pollutant Discharge Elimination System (SPDES) program, noting much of the compliance is handled in cooperation with the Western New York Stormwater Coalition of which the town is a member.

On the question, Councilman Hanley requested a brief explanation of the SPDES program.

Town Engineer David Johnson explained the MS4 annual report is a requirement under the SPDES program. The report involves documentation of proper management practices, site plan review, monitoring of new construction and stormwater systems etc. to ensure compliance with the program. Mr. Johnson stated the town is a member of the WNY Stormwater Coalition which assists with much of the compliance requirements through education and outreach.

Ayes: All

Noes: None

Motion Carried
APPENDICES

11-C COMMUNICATIONS

3. Town Engineer re SEQR determination for 2014 Road Reconstruction Projects
- Motion by Supervisor Meegan, seconded by Councilman Hart, to adopt the attached SEQR determination resolution for the 2014 road reconstruction projects, noting that no environmental impact statement is necessary and the proposed action is a Type II action in accordance with SEQR regulations.

Ayes: All Noes: None Motion Carried
APPENDICES

4. Town Engineer re Burchfield pre-fab storage building, change order #1
- Motion by Supervisor Meegan, seconded by Councilman Hart, to approve change order #1 for the Burchfield pre-fab storage building in the amount of \$18,969.81 to NewCal Construction for water and sanitary connections and sidewalks.

On the question, Councilman Hart stated this is relative to the comfort station at the Burchfield Center. The original plan was to utilize town workforces; however, based on the amount of work to be done it was determined it would be beneficial to go forward with a private contractor. The same company installing the comfort station and storage facility will be doing the sewer and water connections.

Ayes: All Noes: None Motion Carried

5. Chief Denz re Appointment of Ryan J. Miller as part-time Public Safety Dispatcher
- Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint Ryan J. Miller as part-time Public Safety Dispatcher effective June 17, 2014 at a rate of \$10.95/HR and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Hart questioned if this position was advertised, noting there are vacancies due to two dispatchers being promoted to police officers.

Asst. Chief Boehringer responded the job was advertised and numerous applications have been received. They are seeking to fill an additional position in the future.

Supervisor Meegan stated they may be hiring a third individual for scheduling flexibility since the inventory allows for the employment of 14 dispatchers.

Ayes: All Noes: None Motion Carried

11-C COMMUNICATIONS

- 6. Code Enforcement Officer re Electronic message board - 511 Union Road

Motion by Supervisor Meegan, seconded by Councilman Hanley, pursuant to Section 120-44 4.G of the Town Code, to approve an electronic message board at First Baptist Church located at 511 Union Road.

Ayes: All Noes: None Motion Carried

- 7. Director of Recreation re Status change for part-time ID Clerk Lynn Green to seasonal

Motion by Supervisor Meegan, seconded by Councilman Hart, to change the status of part-time ID Clerk Lynn Green to part-time seasonal effective June 30 – August 31, 2014 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

- 8. Highway Supt. re Title change for Edwin Lehsten as General Crew Chief

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Edwin Lehsten as Highway Working Crew Chief and appoint Edwin Lehsten as General Crew Chief, Group 7, Step 5, at a rate of \$30.33/HR effective June 13, 2014 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

- 9. Highway Supt. re Appointment of Robert Schultz as seasonal laborer in Highway Department

Motion by Supervisor Meegan, seconded by Councilman Hart, to appoint Robert Schultz as part-time seasonal laborer in the Highway Department effective June 16 – September 14, 2014 at a rate of \$10/HR and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

On the question, Councilman Hanley questioned if this appointment is the same person that was denied at the last Town Board meeting and if the duties are different since the last request was for office help and this is for a laborer.

Highway Supt. Matthew English responded it is the same individual and the same job previously presented and denied.

Councilman Hart stated there is some question as to whether or not the Highway Supt. can make an appointment. He suggested tabling the item for one meeting and asked Attorney for the Town Charles Grieco to give them some guidance on this.

11-C COMMUNICATIONS

9. (continued)

Mr. Grieco questioned if Councilman Hart was looking for guidance beyond what he had already given and suggested they discuss this in executive session since it's a legal opinion.

Mr. English questioned why the item was being tabled.

Councilman Hanley stated he has some questions for Mr. English.

Councilman Hart stated he may get his vote eventually, but questioned why this was coming to the Town Board if Mr. English can make the appointment.

Mr. English responded he respects the Town Board and it is a courtesy for him to ask them for the appointment. He stated this has already been delayed two weeks and asked for a yes or no since there is a foreman in the office making \$26 an hour answering phone calls.

Councilman Hanley stated they had talked about getting someone else trained instead of bringing back a retiree to answer phones.

Mr. English responded it is a 12 week program and the department is run so when a resident calls they get an answer they deserve.

Councilman Hanley agreed but stated that summer help had already been brought in and someone from the Highway Department could be brought in to answer phones while the summer help takes his place on the roads.

Mr. English stated the current employees do not want to answer phones. He blamed politics for the lack of support by Councilman Hanley and Councilman Hart and stated Mr. Schultz is a retired town employee that has filled this position for the past three years and has done an outstanding job. When residents call, he has an answer for them. Mr. English stated that Councilman Hanley told him he should tell the residents they will call them back.

Councilman Hanley stated that he said, "Nobody has to have instant answers. If they don't have the answer they can say, 'I promise somebody will get back to you within 24 hours'."

Mr. English stated that is not how his department operates. He was elected as Highway Supt., this is the second time the councilmen have tried to tell him who to hire and he is not going to put up with it. He was elected to do a job and he is going to do the job he has been doing for five years. According to Councilman Hart, Mr. Schultz was telling laborers, "If you want to get a job in the Highway Department, you have to run for the Democratic Committee and vote the way you are told." Mr. English denied this and stated the public is being lied to. He outlined the hiring practice in the Highway Department as follows: Employees start as an alternate in

11-C COMMUNICATIONS

9. (continued)

sanitation and there are 15 alternates. When an employee retires, an alternate with a commercial drivers license (CDL) and a good work record becomes full-time in sanitation when they progress from #15 to #1 in seniority. The employees all know that and it is done fairly. Mr. English noted there are guys involved in politics, but the last three employees that moved up were not committeemen. He further stated that Councilman Hanley had told him guys were being promised higher positions in the Highway Department.

Councilman Hanley stated that he said they were told if they walked petitions it would help them get a job in the town.

Mr. English stated the Highway Department is closed shop. He referred to Ed Lehsten who was promoted to General Foreman at this meeting and stated he never walked a petition in his life and was never a committeeman. Mr. English further referred to Councilman Hanley's comment in the newspaper and stated he should not be commenting on Mr. Schultz's or anyone's financial status.

Councilman Hanley stated he did not know Mr. Schultz's financial status, but had commented that he was sure he was financially set since he worked for the town for 40 years.

Mr. English stated that Mr. Schultz is not a bully. This is all about politics and he has witnessed more politics in the last six months than he has experienced in the last 5.5 years as Highway Superintendent. He commented that the councilmen are against Mr. Schultz because of his involvement with the Democratic committee. Mr. Schultz had asked Mr. English to run for the committee and also stated there are always highway guys that want to run and asked if he could come over and talk to them. Mr. English told him he could talk to the guys when they were off the clock – the sanitation guys after 12:00 p.m. and the highway guys after 3:30 p.m. He thought the real reason for their denial of this appointment is because Mr. Schultz is a threat to take over the Democratic committee, noting they are so obsessed they have called people in higher positions in Albany and Washington and asked them to talk to people Mr. Schultz has running for the committee and ask them not to run.

Councilman Hart stated he thought there was a law that prohibited political solicitation on town property even after work hours.

Mr. English referred to a recent full-time hire in the Sanitation Department where he had submitted the name of the alternate with the highest seniority, a CDL and a good work record. Councilman Hanley emailed Mr. English and stated he was not going to support his choice and that he had another person. Councilman Hart also told Mr. English he was not sure he would support his choice.

11-C COMMUNICATIONS

9. (continued)

Councilman Hart agreed but stated after he looked at the other individual he decided to give the job to Mr. English's choice.

Mr. English stated they did end up supporting his choice because the person they wanted had two DWI's in six years, no driver's license and could not get a CDL license. It was a former Judge's secretary's son and Mr. English stated he was not here to play politics. He asked for Mr. Schultz because it's the right thing to do for the people. Mr. Schultz knows how to answer residents' questions and that's what the residents deserve. Mr. English commented it was not right to not appoint Mr. Schultz based on politics. He stated that all the alternates know when they move up in seniority they will get a job. They do not have to be a Democratic committeeman or get petitions. Mr. English stated he is not going to play any political games and has not done so since he has been in office. He hires the guys that deserve to be hired and doesn't know them until they are standing in front of him for an interview. If they interview well, he hires them. Mr. English does not want the councilmen to run his department. That's his job and they should not tell him who to hire or fire. Mr. English stated if they don't stop playing politics, the town is going to go backwards. He referred to how the public had commented on the great job the Town Board did in 2013 and agreed that great strides were made. But they fixed something that wasn't broke and now need to keep the politics out of things.

Councilman Hanley thought the room was stacked in Mr. English's favor so he felt there was politics involved. He stated that Mr. English has had four years to train someone else to work in the office, but he brought back a retired employee that is probably financially set and does not need the job. There are plenty of high school students that would love to have the job and if it isn't political he questioned why this appointment pays \$10 per hour when other summer help are paid \$8 per hour.

Mr. English responded that Mr. Schultz works harder in the office than some of the guys on the road. Mr. Schultz answers phone calls, handles vendors, handles residents bringing in TVs, etc. Councilman Hart has witnessed and commented on the number of phone calls along with Supervisor Meegan. Mr. English stated the job is worth \$10 per hour and it has never been a problem in the past.

Councilman Hanley stated although a clerk's job is stressful, he thought shoveling blacktop off the back of a pickup truck is harder than answering phones.

Mr. English stated Councilman Hanley is entitled to his opinion but he disagreed and commented that the clerk's in his office work very hard.

11-C COMMUNICATIONS

9. (continued)

Councilman Hart stated he stands by his previous statement that he had received calls from individuals working within the Highway Department being told it would benefit their career if they circulated petitions and worked campaigns. One particular individual said it was last year that a large group of young part-time employees went to help Senator Kennedy at the suggestion that it would be good for their careers at the Highway Department. Councilman Hart stated he did not say it was required, but there has been pressure placed on some employees to circulate petitions to become a committeeman and circulate petitions for some selected politicians. He had concerns about that and did not think it was right that the young men should be approached at all. They can contact Mr. Schultz after hours and volunteer rather than doing it on the job site on town property. Councilman Hart stated he thinks there is arm twisting going on or at least the suggestion that it will help them to become politically active.

Mr. English stated it can't help them and every guy knows it doesn't help them. He even met with the alternates after the last hiring incident and explained the entire hiring process to them.

Councilman Hart thought there may be some people who jump the list since it is Mr. English's choice to recommend and the board members should have the opportunity to recommend if they think he is wrong. The individual they recommended did not get the job because of the two DWI's, but Mr. English told him if he gets his CDL, clears his record and stays clean, he will get a full-time job possibly by the end of the year depending on retirements.

Mr. English agreed but stated the reason he did not get the job is because the councilmen did not want him to go to the newspapers with this issue.

Councilman Hart disagreed and stated when he found out this information about the individual he decided it could not work and he made a lot of people on the so called "other side" angry with him because he wouldn't do it. There have been a couple others he was asked to hire that he wouldn't because they would not be the employee the town needs. He stated a lot of people work for the town because of politics and knowing somebody.

Supervisor Meegan agreed and referred to the recent hires of the Comptroller, Attorney, Zoning Board Chairman and Planning Board secretary that were made by Councilman Hart and Councilman Hanley. She further commented on violations to the Open Meetings Law.

11-C COMMUNICATIONS

14. Highway Supt. re Summer help

Motion by Supervisor Meegan, seconded by Councilman Hanley, to terminate Steven Andrzejewski as part-time seasonal laborer in the Highway Department effective June 10, 2014 and appoint Michael Bauer and Eric Darling as part-time seasonal laborers in the Highway Department at a rate of \$8/HR effective June 17 – August 29, 2014 and authorize the Supervisor to complete and sign the necessary forms for Erie County Personnel.

Ayes: All Noes: None Motion Carried

11-D REPORTS

- Jacqueline A Felser, Town Clerk's report for May 2014 received and filed.
- John A. Gullo, Code Enforcement Officer's report for May 2014 and plumbing reports for April & May 2014 received and filed.

11-E APPROVAL OF WARRANT

Motion by Supervisor Meegan, seconded by Councilman Hart, to approve the vouchers submitted for audit, chargeable to the respective funds as follows:

General Fund - \$215,668.71; Trust & Agency Fund - \$32,587.65 (voucher #'s 84534 - 84564)

Ayes: All Noes: None Motion Carried

ISSUES OF THE PUBLIC

SEWERS ON HI VIEW TERRACE

Dawn Fisher questioned if there is a proposed plan to install public sewers on HiView Terrace.

Supervisor Meegan responded there has been some discussion with a member of the Environmental Commission that had concerns about discharge. An overlay would require a permissive referendum and it would not occur if any homeowner were to object. She stated the cost of public sewers on HiView Terrace would be substantial and a monetary plan needs to be in place prior to presenting any proposal to the residents.

Mrs. Fisher stated an individual from either the DEC or Clarke Patterson Lee was on HiView Terrace talking with neighbors and indicated that sewers are going to be installed and residents have no input.

ISSUES OF THE PUBLIC

SEWERS ON HI VIEW TERRACE (continued)

Supervisor Meegan stated this is not true.

Mrs. Fisher referred to comments at previous Town Board and Environmental Commission meetings regarding unavailable and non-qualifying grant funding for public sewers on HiView Terrace.

Councilman Hart responded that grant money and available funding has been discussed at previous meetings; however, there is no proposal to go forward with a sewer project.

Supervisor Meegan stated the town is under a state mandated consent order which is moving forward. Under the consent order the town has an obligation to the state to bring the town's sewer system into compliance. The levels of contamination caused by raw sewage entering the creek are of great concern to the Town Board and the Environmental Commission. Supervisor Meegan referred residents to the DEC website for information on levels of creek contamination and stated there are no plans at this time for sewers on HiView Terrace.

ABANDONED PROPERTIES ON WEDGEWOOD DRIVE

Judy Cline questioned the status of abandoned properties on Wedgewood Drive. She referred to a previous Town Board meeting and discussions of available land bank money for renovation of one of the homes.

Supervisor Meegan responded the town is in line with other municipalities waiting for funding, noting only three or four homes have been completed throughout the county.

Mrs. Cline thanked Code Enforcement Officers John Gullo and Jeff Schieber along with Supervisor Meegan for following through with the property maintenance of these particular homes last summer. She suggested everyone contact their representatives and encourage them to pass proposed bills regarding vacant homes.

Supervisor Meegan stated the town and local representatives are aggressively working together to address the problem of abandoned and vacant properties.

LEXINGTON GREEN FLOODING / BUFFALO CREEK

Audrey Petrie referred to flooding in the Lexington Green neighborhood and questioned if the town is doing anything with the creek. She further questioned if greenery and rock surrounding a state owned railroad bridge could be dredged out and cleaned up.

ISSUES OF THE PUBLIC

LEXINGTON GREEN FLOODING / BUFFALO CREEK (continued)

Supervisor Meegan stated there will be a formal presentation on replacement of the Harlem Road Bridge over Buffalo Creek on Wednesday June 25th from 4 PM to 8 PM at Winchester Community Church. She encouraged residents to attend the meeting as it will be a great opportunity to speak to officials. The town is continuing to make calls to representatives and officials; however, the DEC and Army Corps of Engineers maintain control.

Councilman Hart added the town does not have the right to enter the creek and they are subject to huge fines unless a permit from the Army Corps of Engineers is acquired.

Attorney for the Town Charles Grieco advised the town does not have jurisdiction over the creek bed. State and federal government have jurisdiction over the creeks and the town is limited to lobbying that these issues be addressed.

Councilman Hart further commented the Army Corp of Engineers has yet to complete a study of the Buffalo Creek/Lexington Green flooding, but the town has been working very hard to do what they can (i.e. Highway Department assistance with clean-up and installation of a berm).

Town Engineer David Johnson stated the Army Corps of Engineers has not gotten back to the town as to when that study will be complete.

Mrs. Petrie stated she had received a letter from Senator Schumer stating this is not a federal issue and referring it to Senator Gallivan.

Supervisor Meegan stated the town is not ignoring this issue and they are doing everything within their power to correct the problem.

Councilman Hart stated there will be an upcoming open house at 111 Lexington Green.

DOG CONTROL LAWS

Linda Toy questioned if the town had given any consideration to new dog control laws she proposed in a recent email.

Supervisor Meegan responded she will forward the email to Attorney for the Town Charles Greico for review and a future public forum discussion. She also requested Mr. Grieco provide the release for the dog walker at the animal shelter.

Mrs. Toy commented on a problem with aggressive dogs in her neighborhood and was not happy with the way the town employee handled the situation. Highway Supt. Matthew English stated he talked to the employee.

ISSUES OF THE PUBLIC

ETHICS CODE/POLITICAL APPOINTMENTS

Dale Clarke referred to a correction made to a recent newspaper article regarding Zoning Board Chairman Timothy Elling and noted that he now understood Mr. Elling was friends with the developer. He further stated that Councilman Hart hired two relatives, not one as the article indicated. Mr. Clarke thought it was hypocritical for Councilman Hart and Councilman Hanley to accuse others of political appointments and referred to the political appointments they had made, including Mr. Elling's, noting that Councilman Hanley said it wasn't political and Councilman Hart said it was somewhat political.

Councilman Hart responded that the appointment was political, just like when Mr. Clarke was on the Town Board it was political to a great extent.

Mr. Clarke stated that he understood Mr. Elling was getting petitions and was with Councilman Hanley.

Councilman Hanley responded that Mr. Elling is getting petitions for himself and he had no idea who was on which side.

Mr. Clarke questioned if Mr. Elling went to the Super Bowl with his son and if that created a problem if the developer goes before the Zoning Board.

Councilman Hanley responded that Mr. Elling went to the Super Bowl and took his son and he welcomed the developer to go before the Zoning Board and Ethics Board and tell his side of the story.

Councilman Hart understood the developer has never done any business with the town; however, if he did come before the Zoning Board Mr. Elling would have to abstain from voting.

Mr. Clarke understood Mr. Elling accepted a gift in excess of \$75 from the developer, which is a violation of the Ethics Code.

Councilman Hanley responded it violates the Ethics Code if you accept a gift that influences your judgment. It is not an ethics violation to accept a gift from an individual who has no business in town.

Mr. Clarke further referred to Jean Nihill's appointment to and resignation from the Comptroller's office. He understood Mrs. Nihill's husband is a co-worker of Councilman Hanley's.

Councilman Hanley confirmed that Mr. Nihill works for the same employer but they do not work together and he thought Mrs. Nihill was a good choice for the Comptroller's position.

ISSUES OF THE PUBLIC

ETHICS CODE/POLITICAL APPOINTMENTS (continued)

Mr. Clarke disagreed and commented that he understood Mrs. Nihill wrote a bad check, failed to pay a bill and was recording employees in that department.

Councilman Hanley questioned how Mr. Clarke knew this information and if it would be a violation of the Ethics Code if someone is feeding him information.

Mr. Clarke referred to the appointment of Joseph Clifford as part-time summer help in the Engineering Department at the last meeting. He questioned if the appointment was political and if the position was posted on the website.

Councilman Hart responded that Joseph Clifford's father is a very good friend of his and he will not deny that the appointment was political.

Councilman Hanley stated he went to school with Joseph Clifford's father. The recommendation came from the Engineering Department and it is just summer help. He further stated he would love to see the department heads post the jobs, but they are not.

FILLING TOWN POSITIONS

Karen Lucachik commented on full-time town retirees returning to fill part-time positions and suggested that other people be trained to fill the job in the Highway Department office. She further stated no one should go to a place of employment to solicit for committeemen.

UPDATING TOWN CODES

Karen Lucachik thought there was a problem on the Planning Board because there are not proper codes in place. She had talked to a member of the Planning Board from another town and they are changing their codes themselves. They are getting together and soliciting other towns to see what works. Mrs. Lucachik repeated a suggestion that the Planning Board, Zoning Board and Town Board get together to work on this, noting the town is antiquated and way behind everyone else.

Councilman Hart stated they have begun the process of reviewing the comprehensive plan and it is the town's intention to review the zoning codes completely next year.

SLIPLINING PROJECT

Beverly Leising questioned if sliplining is lowering the capacity of the sewers. She noted that one of the southtowns had a bridge/road collapse and questioned if the town will have any problem with the sewer being smaller in diameter to take the water.

ISSUES OF THE PUBLIC

SLIPLINING PROJECT (continued)

Town Engineer David Johnson responded the new liner is slicker so it could have a little better capacity.

Mrs. Leising further asked for a progress report on Phase I.

Mr. Johnson did not have an answer, but will find out and report at the next meeting.

PLANNING BOARD STIPEND

Beverly Leising referred to the last Planning Board meeting and noted that one of the members left the meeting early which left a void with the questions that were put forth. She questioned if he gets paid for only the portion of the meeting he attended.

Supervisor Meegan responded that each member gets paid one twelfth of the annual stipend for each meeting they attend.

Councilman Hart stated the Planning Board member may have had a health issue and he will check on the reason he left the meeting.

PROPERTY MAINTENANCE ISSUES

Susan Kims presented pictures of various properties with maintenance issues. She commented on boat and trailer storage at 1136 Orchard Park Road and the condition of the grass.

Code Enforcement Officer Jeffrey Schieber responded their office is aware of the issue and will be acting on it accordingly.

Mrs. Kims referred to the construction equipment that is consistently parked on property located at 180 Union Road and questioned if this is allowed.

Supervisor Meegan responded the trailer is legal and plated so it is allowed.

Mrs. Kims commented on the condition of property located at 5200 Seneca Street and referred to the large amount of vehicles, dismantled vehicles, a fence falling down and a roof in need of repair.

Supervisor Meegan responded this property has been and continues to be an issue.

Mr. Schieber stated the occupants rent and do not own the property.

ISSUES OF THE PUBLIC

PROPERTY MAINTENANCE ISSUES (continued)

Mrs. Kims further stated the property located at 10 Lein Road contains old tires, unlicensed and junk vehicles, grass that needs to be cut and a large dirt pile. She suggested the installation of a fence to shield the public from having to view the lot and commented that a homeowner would not be allowed to get away with these types of violations.

Supervisor Meegan responded the owners have been asked to utilize the dirt and make a living fence around the perimeter of the property.

APPOINTMENT OF SEASONAL LABORER IN HIGHWAY DEPARTMENT

Susan Kims questioned how many hours per week Robert Schultz will be working if appointed as a seasonal laborer in the Highway Department and if he will be eligible for unemployment.

Highway Sup't. Matthew English responded a seasonal employee works 20 – 40 hours a week. Mr. Schultz has never filed for unemployment and he was not sure if anyone in this position would be eligible to file for unemployment since it is not a full-time job.

Mrs. Kims questioned if there are insurance issues related to Mr. Schultz speaking with employees on town property after working hours.

Mr. English responded that anyone from the public can come to the Highway Department and Mr. Schultz did not come in and speak to employees during work hours.

Mrs. Kims commented on how hard highway employees work and did not want to see them swayed.

WALKABLE COMMUNITY

Johanna Guenther referred to a Town Board meeting from approximately three years ago when the possibility of West Seneca becoming a walkable community and the hiring of Mr. Barden was discussed. She commented on recent meetings in Buffalo and discussions of making the city a walkable community and questioned if any board members had attended these meetings.

Supervisor Meegan responded she was unable to attend; however, Councilman Hart did attend a couple of seminars. She further noted that Williamsville Mayor Brian Kulpa, an employee with Clarke Patterson Lee, is making Williamsville a walkable community and bringing his ideas to West Seneca.

ISSUES OF THE PUBLIC

WALKABLE COMMUNITY (continued)

Councilman Hart responded he had attended 9 three hour sessions and learned a lot. He is hopeful the acquired knowledge can be applied to West Seneca, the comprehensive plan and a new zoning ordinance.

ADDITIONAL HELP IN CODE ENFORCEMENT OFFICE

Susan Kims thought there was a need for additional help in the Code Enforcement Office and commented on the large amount of work they have.

Supervisor Meegan agreed their workload is heavy and commented on the non-stop phone calls they receive, noting she recognizes the need for additional staff.

Councilman Hanley stated he had asked for numbers to support the hiring of an additional individual, and if warranted, he would like to specifically hire someone to look at properties.

Councilman Hart thought it would be difficult to hire an individual to specifically look at properties since there is so much work to be done. He commented on the department's two year intern who has taken tests in preparation to work full-time, but noted proper funding will need to be in place prior to hiring a full-time individual.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

CONGRESSMAN HIGGINS REPRESENTATIVE AT SENIOR CENTER

Sr. Recreation Therapist of Senior Services Mary Josefiak announced a representative from Congressman Higgins' office will be at the senior citizens center on Tuesday June 17th to answer any questions residents might have.

COMPREHENSIVE PLAN

Councilman Hart stated the town is moving ahead with the Comprehensive Plan and a public meeting will be scheduled on either July 10th or 15th at 7:00 PM at the senior citizens center depending on availability. Councilman Hart requested Sr. Recreation Therapist of Senior Services Mary Josefiak get back to the board members with a date.

COMMUNITY DAYS

Supervisor Meegan announced Community Days will take place on June 27th & 28th. The parade begins at 2 PM on the 28th and will include the world champion Carolina Crown marching band.

PRESENTATION OF COMMUNICATIONS BY BOARD MEMBERS AND DEPARTMENT HEADS

EXECUTIVE SESSION

Attorney for the Town Charles Grieco requested an executive session to update board members on some legal matters.

Motion by Supervisor Meegan, seconded by Councilman Hart, to recess to executive session at 8:50 P.M. to discuss legal matters.

Ayes: All

Noes: None

Motion Carried

The board members returned from executive session at 9:00 P.M.

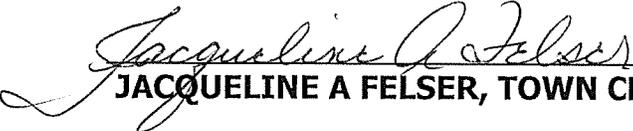
ADJOURNMENT

Motion by Supervisor Meegan, seconded by Councilman Hart, to adjourn the meeting at 9:00 P.M.

Ayes: All

Noes: None

Motion Carried



JACQUELINE A FELSER, TOWN CLERK

Drescher & Malecki LLP
3083 William Street, Suite 5
Cheektowaga, New York 14227
Telephone: 716.565.2299
Fax: 716-565-2201



Certified Public Accountants

June 16, 2014

Ms. Sheila Meegan, Supervisor
Town of West Seneca
1250 Union Road
West Seneca, NY 14224

Dear Supervisor Meegan:

This letter is to confirm our understanding of the terms and objectives of this engagement and the nature and limitations of the services that Drescher & Malecki LLP ("D&M") will provide to the Town of West Seneca, New York (the "Town") during the year ending December 31, 2014.

Services Provided. D&M will act as the Town's Director of Finance. A description of duties assigned and services to be provided is attached as Exhibit A of this letter.

Our Responsibility. Our engagement is limited to the period indicated above and the services outlined in Exhibit A. We will not audit or review your financial statements, or any other accounting documents and information you provide, in accordance with generally accepted auditing standards. Our engagement cannot be relied upon to disclose all errors, fraud, or other illegal acts that may exist. However we will address and communicate, as necessary, any material errors, fraud or other illegal acts that come to our attention, unless they are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal controls as part of this engagement, and our engagement cannot, therefore be relied upon to make disclosure of such matters. However, we will inform you of any such matters that may come to our attention.

Town's Responsibility. The Town is responsible for adopting sound accounting policies to maintain an adequate and efficient accounting system to allow for the safeguarding of assets, the proper authorization transactions, retention adequate supporting documentation for those transactions and the design of a system of effective internal controls. Additionally, the Town will provide adequate staff to ensure the efficient performance of duties requested of the finance department.

Confidentiality. During the course of this engagement we may have access to proprietary information of the Town, including, without limitations, oral and written information and material concerning or pertaining to personnel information, plans and/or projects. We acknowledge that such information, regardless of its form, is confidential and proprietary to the Town, and that we shall not use, copy, or disclose the information in whole or in part in any manner or to any person or entity without the express prior written consent of a duly authorized officer of the Town.

Indemnity. To the extent we are acting on behalf of the Town and at the direction of management, the Town agrees to indemnify us for any damages that may result from our good faith actions.

Fees. Billings for services provided will be sent on a monthly basis, and are payable within 30 days. We will bill based on the hours of service provided at the following discounted hourly rates: partners \$175; managers/supervisors \$125; seniors \$100; and, staff \$65.

Fees do not include out-of-pocket expenses advanced on behalf of the Town, such as postage, photocopying, etc.; which will be billed separately.

If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to litigation. The costs of any mediation proceeding shall be shared equally by all parties.

The Town and D&M both agree that any dispute over fees charged by D&M to the Town will be submitted for resolution by arbitration in accordance with the Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

We appreciate the opportunity to be of service to the Town and believe this letter correctly expresses the significant terms of our engagement. If you have any questions please let us know. If you agree with the terms of our engagement as described in this letter, please sign the copy in the space provided and return it to us. This letter will continue in effect until canceled by either party.

Sincerely,



Accepted and approved by the
Town of West Seneca, New York:



Sheila M. Meegan, Supervisor
Town of West Seneca, New York

Date

6/17/2014

Drescher & Malecki LLP will:

➤ General items:

- Provide the Town with a monthly calendar of anticipated staff and hours of on-site time
- Communicate to the Town Board significant issues or concerns as necessary
- Be available for technical questions and issues that arise throughout the course of business
- Provide emergency support staff upon short notice, generally within 24-48 hours
- Assist with drafting any finance-related resolutions
- Provide the Town with monthly detailed invoices to outline the specific duties performed

➤ Act as the Town's Director of Finance, whose duties include:

1. Follow up on prior years' management letter comments issued by the auditors
2. Assist with responses to any questions or requests initiated by the New York State Office of the State Comptroller
3. Oversee the payroll process, to include:
 - a) Making staff available for assistance at demanding times (i.e. the first payroll of the year or in the event of a snow storm)
 - b) Have staff available to assist while updating pay rates and periodically provide internal audit services checking the Town's financial accounting software ("KVS") data files to source documents
 - c) On a random basis, trace various employee hours entered into KVS to the respective timesheets
 - d) Provide assistance with entering data into KVS, as needed
 - e) Review and approve the payroll transfer and oversee the appropriate transfer of funds
 - f) Have staff available to assist while completing the W-2s, Form 1099s and other tax filings
4. Budget related work, as follows:
 - a) Initiate and facilitate department budget requests
 - b) Review and input department budget requests into initial draft document
 - c) Provide recommendations for budgeting levels
 - d) Review special districts principal and interest requirements
 - e) Meet with department heads
 - f) Obtain current assessment rates for all special districts and operating funds
 - g) Compile operating fund preliminary budgets based on information received, research performed, and other available information
 - h) Compile special districts preliminary budgets based on capital plan, principal and interest requirements, current assessments, and other available information
 - i) Calculate the preliminary tax rates for each special district and operating funds
 - j) Review the budget with the Supervisor
 - k) Adjust the preliminary budget as needed
 - l) Present and review the Supervisor's tentative budget with the Town Board
 - m) Discuss alternatives and assumptions with the Town Board
 - n) Adjust the tentative budget as needed

- o) Provide a presentation of the tentative budget at a budget hearing
 - p) Facilitate the adoption of the budget
5. Policies and procedures:
- a) Review the current Town processes and prepare narratives/flowcharts of the key accounting processes including accounts payable, payroll, cash receipts, journal entry processing, bank reconciliation performance, budgetary transfers and amendments, issuance and payment of debt, etc.
 - b) Meet regularly with the finance staff to identify areas of improvement and opportunity
 - c) Work with the Town to initiate a finance department policies and procedures manual
 - d) Provide the Town with recommended accounting practices alternatives
6. Accounts payable:
- a) Review and approve vouchers
 - b) Follow-up on any items that lack supporting documentation or cause other suspicion
 - c) Oversee the charge card processes at the Town
 - d) Oversee any finance-related requests-for-proposals or request-for-quotation
 - e) Review the Town's bid processes to ensure compliance with New York State guidelines
7. Bank reconciliations:
- a) Review and approve the workers' compensation reconciliations
 - b) Review and approve the operating, savings and payroll bank account reconciliations
8. General ledger functions:
- a) Review and approve manual journal entries
 - b) Review and approve budget amendments/transfers
 - c) Review the Town's purchasing function and bid processing
 - d) Maintain and reconcile interfund loans and transfers
 - e) Ascertain that the trial balance reflects appropriate month-end balances
 - f) Provide assistance during the year-end closing procedures
9. Capital projects:
- a) Provide assistance accounting for the implementation and continuation of capital projects, including maintenance of encumbrances, retainage amounts and construction-in-progress
10. Capital assets
- a) Direct finance staff to develop and maintain a complete inventory of capital assets
 - b) Oversee the maintenance of the additions, deletions and reclassification of capital assets, and the related depreciation expense
 - c) Develop financing policies for capital asset maintenance/replacement of capital assets
 - d) Identify amounts of funding needed in the multi-year capital plan and annual budget for routine maintenance repair and replacement of capital assets

11. Debt:

- a) Provide assistance accounting for the issuance and payment of bonds, bond anticipation notes and leases
- b) Monitor and assist the Town during the issuance of long-term debt, short-term debt, and lease financing

12. Budget:

- a) Monitor actual revenues and expenditures to the adopted budget
- b) Meet with department heads on a regular and as needed basis, as appropriate to analyze operational and financial data and compare to departmental objectives and needs
- c) Propose budget amendments and transfers, as necessary, to the Town Board
- d) Draft budget transfer resolutions as requested

13. Special districts:

- a) Compile special districts billings based on budgetary estimates identified in item 4
- b) Review special districts debt allocation and bond/lease payments

14. Other items:

- a) Monitor the use of, and adjustment to, the Town's fund balances
- b) Assist with preparation of demographic statistics related to the Town's other postemployment benefits
- c) Monitor the cash collections related to Americorps
- d) Assist the Town with implementation of Governmental Accounting Standards Board (GASB) statements
- e) Compile potential cost impacts of decisions relating to union contract negotiations

MS4 Annual Report Cover Page

MCC form for period ending March 9,

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Provide SPDES ID of each permitted MS4 included in this report.

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MS4 Municipal Compliance Certification (MCC) Form

MCC form for period ending March 9, 2014

Name of MS4

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Section 3 - Partner Information

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period? Yes No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

W e s t e r n N Y S t o r m w a t e r C o a l i t i o n

Partner/Coalition Name (con't.)

c / o E r i e C o u n t y D E P SPDES Partner ID - If applicable
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Address

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City

B u f f a l o

State

N Y

Zip

1 4 2 0 2 -

eMail

m a r y . r o s s i @ e r i e . g o v

Phone

(7 1 6) 8 5 8 - 7 5 8 3

Legally Binding Agreement in accordance with GP-0-08-002 Part IV.G.? Yes No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

- MM1 M u l t i p l e T a s k s
- MM2 M u l t i p l e T a s k s
- MM3 M u l t i p l e T a s k s
- MM4 T r a i n i n g & E d u c a t i o n
- MM5 T r a i n i n g & E d u c a t i o n
- MM6 T r a i n i n g & E d u c a t i o n

Additional tasks/responsibilities

- Watershed Improvement Strategy Best Management Practices* required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Identification of Pollutants of Concern; Waterbodies of Concern; Geographic Areas of Concern; Target Audiences

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Pollutants of Concern: sediment/silt; pathogens; floatables; phosphorous
Waterbodies of Concern:
Geographic Areas of Concern:
Target Audiences: households; developers; contractors; small businesses

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

As needed, update POCs, waterbodies of concern, geographic areas of concern and target audiences. Continue to address via public education and outreach.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Develop additional/update existing public education materials addressing stormwater pollution prevention for general public, target businesses/activities and schools. Prepare posters that can be placed within municipal buildings, libraries, and schools. Maintain a webpage to educate the public on stormwater pollution prevention, the MS4 SWMPP and involvement opportunities. Display/distribute public education materials and posters in municipal buildings and libraries.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Maintained records of number of educational materials distributed.
Developed household stormwater P2 poster; developed a stormwater poster and quiz for a public education based contest.
Implemented public transportation advertisement campaign addressing: pet waste; car washing; fertilizer use and general stormwater pollution prevention.

C. How many times was this observation measured or evaluated in this reporting period?

Public Transportation ads: 8 week duration of 70 bus advertisements on 20 buses, estimated reach

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was 735,967 at an estimated frequency of 5.2 times.

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Develop additional public education brochures - as needed.
Continue to display public education materials in municipal buildings and libraries.
Update webpage as needed with new educational materials.
Continue to reinforce the messages conveyed with printed materials & displays with use of additional media when funding is available.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMP in this reporting period.

Distribute Grades K-12 education packages.
Participate in educational programming.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Complete direct mailing to Science Department educators on a biennial basis.
Participated in school science fair, Niagara County Environmental Field Days, coordinated school Rain Barrel contest.

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Teacher education packages are a bi-ennial BMP.

 Yes No**E. Is your MS4 on schedule to meet the deadline set forth in the SWMP?** Yes No**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

Education packages will be updated & distributed mid-Fall of the March 2014 - March 2015 reporting cycle as per current biennial implementation.
Participate in school science fairs/events, Niagara County's Environmental Field Days (spring 2014).
Conduct Rain Barrel Painting contest for schools in Erie and Niagara County (spring 2014).

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Utilize public education display for outreach & education for at least two community events and mount a permanent wall plaque in a prominent location in a municipal building or set up public education display and permanent wall plaque in prominent locations in a municipal building frequented by the public.

Utilize public education display for outreach & education at regional community events.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Set up public education display for outreach & education at two community events/locations within the MS4 community and/or set up public education display and mount wall plaque in prominent locations in a municipal building frequented by the public.

Set up public education for outreach & education at a variety of regional community events.

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?
 Yes No
E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?
 Yes No
F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Plan to use public education display at two community events/locations by March 9, 2015 and/or public education display and permanently mounted wall plaque are in prominent locations in a municipal building frequented by the public.

Plan to use public education display at 15 regional community events by March 9, 2015.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

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4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Post video and PSAs on WNY Stormwater Coalition webpage.
Use video and PSAs at public meetings, in school programs and at community events as appropriate.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Video & PSAs on webpage (www.erie.gov/stormwater).
Run the video and PSAs at public meetings, in school programs and at community events where possible.

C. How many times was this observation measured or evaluated in this reporting period?

At events

			3
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to promote video/PSAs addressing stormwater pollution and water quality protection in WNY. Use video and/or PSAs at public education venues. Continue to pursue funding opportunities to use local media outlets to educate the public.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 4

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID
N Y R 2 0 A 3 3 0

Minimum Control Measure 2. Public Involvement/Participation

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

- Cleanup Events # Events
- Comments on SWMP Received # Comments
- Community Hotlines Phone # () -
 Phone # () -
- Community Meetings (All WNYSC meetings open to public) # Attendees
- Plantings Sq. Ft.
- Storm Drain Markings # Drains
- Stakeholder Meetings # Attendees
- Volunteer Monitoring # Events
- Other:

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? Yes No

- List-Serve # In List
- Newspaper Advertising # Days Run
- TV/Radio Notices # Days Run
- Other:

Web Page URL: Enter URL(s) on the following two pages.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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4.a. If this report was made available on the internet, what date was it posted?

Leave blank if this report was not posted on the internet.

		/			/				
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4.b. For how many days was/will this report be posted?

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If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

5.a. Was an Annual Report public meeting held in this reporting period?

Yes No

If Yes, what was the date of the meeting?

		/			/				
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If No, is one planned?

Yes No

5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period? WNY Stormwater Coalition - April 2014 Yes No

If No, is one planned for each?

Yes No

6. Were comments received during this reporting period?

Yes No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMP in this reporting period.

Identify key individuals and groups who are interested in/or affected by the permitting program. Groups identified include: Erie County Environmental Management Council; Niagara County Environmental Management Council; municipal Conservation Advisory Committees; Buffalo Niagara Riverkeeper; Erie and Niagara County's Soil & Water Conservation Districts; Citizens Campaign for the Environment; Erie County Water Quality Committee.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Periodic reports to Erie/Niagara County Environmental Management Councils; MS4 Conservation Advisory Committees; Erie County Water Quality Committee. Participation of Buffalo Niagara Riverkeeper (4); Erie County Soil & Water Conservation District (6); and, Erie County Water Quality Committee (5) in WNYSC monthly meetings, SWMP and Annual Report review, trainings and activities. Formal presentation to Erie County EMC (1).

C. How many times was this observation measured or evaluated in this reporting period?

		1	6
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue periodic reports to Erie/Niagara County Environmental Management Councils; MS4 Conservation Advisory Committees; Erie County Water Quality Committee. Continue to encourage participation of Buffalo Niagara Riverkeeper; Erie County Soil & Water Conservation District; Niagara County Soil & Water Conservation District and MS4 Conservation Advisory Committee members in WNYSC monthly meetings, trainings & activities.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Provide public with an ongoing opportunity to inspect Stormwater Management Program Plan (SWMPP). Present the draft Annual Report at a meeting that is open to the public and/or on the internet to solicit public review and comment.
Provide public notice about the presentation in accordance with State Open Meetings Law or other local public notice requirements.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of known SWMPP reviews (0).
Number of attendees at public meeting (TBD).
Number of known webpage reviews (0).

C. How many times was this observation measured or evaluated in this reporting period?

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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to provide public with an ongoing opportunity to inspect SWMPP.
Continue to present the draft Annual Report at a meeting that is open to the public and/or on the internet to solicit public review and comment.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Inform and encourage residents about opportunities to participate in community clean up initiatives such as Household Hazardous Waste collections, Great American Clean Ups; Buffalo Niagara Riverkeepers Spring/Fall Shoreline Clean Up, Keep America Beautiful Fall Beach Sweep; Adopt-A-Highway.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of Household Hazardous Waste collections (6); number of participants (3,674)
Number of clean up events (2); number of participants (2,260)

C. How many times was this observation measured or evaluated in this reporting period?

5	9	3	4
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Erie County: Publish a notice in local paper & Erie County Household Hazardous Waste webpage (May, June 2014) to notify residents of the Collection events.
Niagara County: Educate residents on options for disposal of household hazardous waste, location, schedule and guidelines for facilities accepting the waste (year-round;ongoing).
Continue to track community clean up events.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Incorporate feedback mechanism into WNYSC and/or MS4 webpage

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of responses received.

C. How many times was this observation measured or evaluated in this reporting period?

			0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to provide feedback option on webpage in the form of a name/contact number and public comment forms.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 2

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Identify Contact Person for Stormwater Program

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Stormwater Management Officer appointed/designated and listed in SWMPP.
 Stormwater Management Officer listed in MS4 Reference Guide on WNY Stormwater Coalition webpage.

C. How many times was this observation measured or evaluated in this reporting period?

N/A

(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Identify Stormwater Management Officer in SWMPP, update as needed.
 Identify Stormwater Management Officer in MS4 Reference Guide on WNY Stormwater Coalition webpage, update as needed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Update outfall data and map as needed.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Outfall inspections according to schedule.
 New outfalls added as located or at time of completion.
 Timely updates to outfall data.
 Current GIS outfall map.

C. How many times was this observation measured or evaluated in this reporting period?

			2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue outfall inspections according to schedule.
 Continue to update existing information/add new outfalls as needed.
 Continue to maintain and update GIS outfall map.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Outfall Reconnaissance Inventory (ORI) - routine dry weather visual inspections of outfalls.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of outfall inspections completed.

C. How many times was this observation measured or evaluated in this reporting period?

			2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Plan to inspect at least 20% of outfalls.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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12. Evaluating Progress Toward Measurable Goals MCM 3

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Pollutant source tracking procedures to detect and address non-stormwater discharges, including illegal dumping, as needed in response to public complaints or by scheduled inspection of outfalls.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of outfalls sampled/trackdown investigations conducted.

C. How many times was this observation measured or evaluated in this reporting period?

			2
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Plan to sample outfalls discharging during dry weather to determine presence of pollutants.
Plan to conduct trackdown sampling/investigation as needed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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Minimum Control Measures 4 and 5.
Construction Site and Post-Construction Control

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

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1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? Yes No

1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? Yes No NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.
 09/2004 03/2006 NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? Yes No

3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period?

			4
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4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? Yes No NT

If Yes, how many public comments were received during this reporting period?

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5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? Yes No

Via NYS 4 Hour Erosion & Sediment Control Training

6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:

- | | | | | | | | | |
|--|---|---|--|---|--|--|---|---|
| <input type="radio"/> Notices of Violation | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Stop Work Orders | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>1</td></tr></table> | | | | | 1 | <input type="radio"/> No Authority |
| | | | | 1 | | | | |
| <input type="radio"/> Criminal Actions | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Termination of Contracts | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input checked="" type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Administrative Fines | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Civil Penalties | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Administrative Orders | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
| | | | | 0 | | | | |
| <input type="radio"/> Enforcement Actions or Sanctions | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>1</td></tr></table> | | | | | 1 | |
| | | | | 1 | | | | |
| <input type="radio"/> Other | # | <table border="1"><tr><td> </td><td> </td><td> </td><td> </td><td>0</td></tr></table> | | | | | 0 | <input type="radio"/> No Authority |
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MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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Minimum Control Measure 4. Construction Site Stormwater Runoff Control

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

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1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period?

		4
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 2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period?

		5
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 3. What percent of active construction sites were inspected during this reporting period? NT

1	0	0
---	---	---

 %

 4. What percent of active construction sites were inspected more than once? NT

1	0	0
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 %

 5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual? Yes No NT

 6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval? Yes No NT
- If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review? Yes No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2014

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

6. con't.:

Submit additional pages as needed.

MS4/Coalition Office

Department

Address

City Zip -

Phone
() -

Library

Address

City Zip -

Phone
() -

Other

Address

City Zip -

Phone
() -

Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

URL

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct SWPPP review for all permitted construction sites to ensure consistency with State and local erosion and sediment control requirements and NYS Design Standards.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of SWPPPs approved.

C. How many times was this observation measured or evaluated in this reporting period?

			4
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to conduct SWPPP review for all permitted construction sites to ensure consistency with State and local erosion and sediment control requirements and NYS Design Standards.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct inspections of permitted construction sites that discharge stormwater to the MS4 as often as needed to ensure compliance with GP-0-10-001.
Issue enforcement actions to owners and operators of permitted construction sites that are not in compliance with GP-0-10-001.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of active construction sites and inspections performed for each.
Number and type of enforcement actions.

C. How many times was this observation measured or evaluated in this reporting period?

		2	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to conduct inspections of permitted construction sites that discharge stormwater to the MS4 as often as needed to ensure compliance with GP-0-10-001.
Continue to issue enforcement actions to owners and operators of permitted construction sites that are not in compliance with GP-0-10-001.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 4

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Provide the public with an opportunity to review and comment on proposed design plans and construction projects.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of projects presented for public review and comment.

C. How many times was this observation measured or evaluated in this reporting period?

			4
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to provide the public with an opportunity to review and comment on proposed design plans and construction projects.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

SPDES ID

Minimum Control Measure 5. Post-Construction Stormwater Management

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained
<input type="radio"/> Alternative Practices	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>
<input type="radio"/> Filter Systems	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>
<input type="radio"/> Infiltration Basins	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>	<input type="text" value=""/> <input type="text" value="0"/>
<input checked="" type="radio"/> Open Channels	<input type="text" value=""/> <input type="text" value="5"/>	<input type="text" value=""/> <input type="text" value="5"/>	<input type="text" value=""/> <input type="text" value="5"/>
<input checked="" type="radio"/> Ponds	<input type="text" value="3"/> <input type="text" value="8"/>	<input type="text" value="1"/> <input type="text" value="0"/>	<input type="text" value="1"/> <input type="text" value="0"/>
<input type="radio"/> Wetlands	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>
<input type="radio"/> Other	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? Yes No

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- Building Codes Municipal Comprehensive Plans
- Overlay Districts Open Space Preservation Program
- Zoning Local Law or Ordinance
- None Land Use Regulation/Zoning
- Watershed Plans Other Comprehensive Plan

Other:

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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- 4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?
 Yes No
- 4b. Does the MS4 have a banking and credit system for stormwater management practices?
 Yes No
- 4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?
 Yes No
- 4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		4
--	--	---
5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impace Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

1	0	0
---	---	---

 %

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Develop an inventory and inspection program for post-construction stormwater management practices.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Inventory of post-construction stormwater management practices created.
Number of post-construction stormwater management practices inspected.

C. How many times was this observation measured or evaluated in this reporting period?

			5
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Maintain inventory of all post-construction stormwater management practices.
Plan to inspect 20% of post-construction stormwater management practices per year.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID6

N	Y	R	2	0	A	3	3	0
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6. Evaluating Progress Toward Measurable Goals MCM 5

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct maintenance on post-construction stormwater management practices as needed.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number and type of post-construction stormwater management practices maintained.

C. How many times was this observation measured or evaluated in this reporting period?

		1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to conduct maintenance on post-construction stormwater management practices as needed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2 0 1 4

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition:

SPDES ID

Minimum Control Measure 6. Stormwater Management for Municipal Operations

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program(SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

<u>Operation/Activity/Facility</u>	<u>Addressed in SWMP?</u>		<u>Self-Assessment Operation/Activity/Facility performed within the past 3 years?</u>	
	<input checked="" type="radio"/> Yes	<input type="radio"/> No	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Street Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Bridge Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Winter Road Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Salt Storage.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Solid Waste Management.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Right of Way Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Marine Operations.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Hydrologic Habitat Modification.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Parks and Open Space.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Municipal Building.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stormwater System Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Other.....	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

2. Provide the following information about municipal operations good housekeeping programs:

- Parking Lots Swept (Number of acres X Number of times swept) # Acres
- Streets Swept (Number of miles X Number of times swept) # Miles
- Catch Basins Inspected and Cleaned Where Necessary #
- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #
- Phosphorus Applied In Chemical Fertilizer # Lbs.
- Nitrogen Applied In Chemical Fertilizer # Lbs.
- Pesticide/Herbicide Applied # Acres
- (Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

3. How many stormwater management trainings have been provided to municipal employees during this reporting period?

4. What was the date of the last training?

/ /

5. How many municipal employees have been trained in this reporting period?

6. What percent of municipal employees in relevant positions and departments receive stormwater management training?

%

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Inspect catch basins and clean as needed.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of catch basins inspected.

Number of catch basins cleaned.

C. How many times was this observation measured or evaluated in this reporting period?

6	0	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to inspect catch basins and clean as needed.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Conduct street sweeping.

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of miles of street swept.

C. How many times was this observation measured or evaluated in this reporting period?

	3	5	1
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this measurable goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Continue to sweep streets.

MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9,

2	0	1	4
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

Town of West Seneca

SPDES ID

N	Y	R	2	0	A	3	3	0
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7. Evaluating Progress Toward Measurable Goals MCM 6

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

Create an inventory of operations/activities/facilities that are subject to environmental assessment requirement. Conduct environmental assessment of each operation/activity/facility every three years.
--

B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

Number of environmental assessments performed.
--

C. How many times was this observation measured or evaluated in this reporting period?

		1	0
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(ex.: samples/participants/events)

D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

Yes No

E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

Yes No

F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

Conduct environmental assessment of each operation/activity/facility every three years.

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

Additional Watershed Improvement Strategy Best Management Practices N/A

The information in this section is being reported (check one):

- On behalf of an individual MS4
- On behalf of a coalition

How many MS4s contributed to this report?

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
NYC EOH Watershed	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,77a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
Onondaga Lake Watershed	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Greenwood Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Oyster Bay	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
Peconic Estuary	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
Oscawana Lake Watershed	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
LI 27 Embayments	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies? Yes No N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS? Yes No N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far. %

Estimate what percentage was mapped in this reporting period. %

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

N	Y	R	2	0					
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? Yes No N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period? %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? Yes No N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? Yes No N/A

7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? Yes No N/A

7b. How many projects have been sited in this reporting period?

7c. What percent of the projects included in 7b have been completed in this reporting period? %

7d. What percent of projects planned in previous years have been completed? %
 No Projects Planned

8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? Yes No N/A

8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? Yes No N/A

MS4 Annual Report Form

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Name of MS4/Coalition

SPDES ID

N	Y	R	2	0				
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- 9. Has your MS4/Coalition developed and implemented a program of native planting?
 Yes No N/A

- 10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?
 Yes No N/A

- 11. Does your MS4/Coalition have a pet waste bag program?
 Yes No N/A

- 12. Does your MS4/Coalition have a program to manage goose populations?
 Yes No N/A

SUGGESTED RESOLUTION

TOWN OF WEST SENECA SEQRA DETERMINATION FOR 2014 ROAD RECONSTRUCTION PROJECTS

WHEREAS, the Town of West Seneca Town Board (the "Board") has considered the impact to the environment of the following Scope of Work to be completed on the 2014 Road Reconstruction Project in the Town of West Seneca;

- Work includes, but not limited to the roadway reconstruction of Stephenson Street, Hilltop Court and Beechwood Drive, including the complete removal of existing pavement and replacing with full depth pavement section, new concrete curb, gutters and roadside treatment improvements.

WHEREAS, the Board has reviewed the Scope of Work set forth above as one Proposed Action, and has further consulted with its Engineer and legal counsel with respect to the potential for environmental impacts resulting from the Proposed Action,

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR. Part 617 of the Environmental Conservation Law, Article 8 ("SEQRA") and concluded that the work involves:

- Maintenance or reconstruction involving no substantial changes in an existing facility, structure or infrastructure (6 NYCRR §617.5(c)(1));
- Replacement, rehabilitation or reconstruction of infrastructure or facility, in kind, on the same site, including upgrading buildings and sewer infrastructure (6 NYCRR §617.5(c)(2));
- Repaving of existing highways not involving the addition of new travel lanes (6 NYCRR §617.5(c)(4));
- street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities (6 NYCRR §617.5(c)(5));

THEREFORE, BE IT RESOLVED, by the Board as follows:

1. The Proposed Action, individually and cumulatively, does not constitute substantial changes to the existing facilities or infrastructure and involves routine activities required for proper operation and maintenance of the Town Sewer System, and, therefore, does not exceed the thresholds for a Type II Action established under 6 N.Y.C.R.R. Part 617.
2. The Board hereby determines the Proposed Action is a Type II action in accordance with SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.